

Type of Decision									
Meeting Date	Friday, November 16, 2012				Report Date	Friday, November-09-12			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	x	Information Only			Type of Meeting	X	Open		Closed
REPORT TITLE									
Municipal Health and Safety Policy Report - 16/11/12/1101									

Subject: Implementation of a Municipal outside Worker Policy and Procedure Document for Health and Safety purposes. A document which merges documents created for Roads, Municipal Maintenance, Disposal Sites and Vehicles into one.

RECOMMENDATION: That Council adopt the following policy concerning health and safety for all municipal workers.

WHEREAS Council deems it appropriate to not only have a general Municipal Health and Safety policy but to also have activity specific policies;

AND WHEREAS the document presented covers most working conditions and guidelines for preventing injury while completing the tasks required for all job duties, tasks and responsibilities while employed in one of the municipality's "outside" worker positions;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby adopt the Municipal Health and Safety Policy and Procedures document for All Departments as amended.

BACKGROUND/EXECUTIVE SUMMARY: At the request of Councillor Gibson the previous separate documents created for Roads, Disposal Sites and Vehicle operation have now been merged into one comprehensive document which encompasses a variety of activities which may be performed by any municipal employee depending on the nature of the task that day. This new policy does not specify office work as it is already encompassed in a separate document but does include all other work tasks.

Options/Considerations: additions, deletions, corrections?

Financial Considerations/Budget Impact: none – may prevent injury or accident resulting in lost wages, human suffering and/or insurance costs.

Policy Impact: creates new policy – subsequent and in addition to a general municipal health and safety policy and the Occupational Health and Safety Act which must be complied with at all times.

Others Consulted: Wilfred Lamure, Road Super; Bill Donnelly, Municipal Maintenance Worker, Councillor Gibson, various municipal and provincial policies and web sites including: http://www.tw.gov.nl.ca/works/occupational_health_and_safety_program_manual_dept_of_transportation_and_works.pdf; http://www.ihsa.ca/images/pfiles/299_B045.pdf;

<https://awwoa.ab.ca/pdfs/AWWOASAFE2.pdf>;
http://www.hrsdc.gc.ca/eng/labour/publications/health_safety/index.shtml;

Approved and Recommended by the Clerk

Melinda Reith,
Municipal Clerk

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